



St Nicholas with Bonvilston Community Council

CLERK: N. McGarrigle, 2 Maes Illtuds, Pentre'r Cwrt, Llantwit Major, CF61 2SD

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St. Nicholas with Bonvilston Community Council

Welsh Speaking Policy

SNBCC has adopted the principle that in the conduct of public business in Wales it will treat Welsh and English on a basis of equality. This scheme sets out how the Council will implement that principle in the provision of services to the public in St. Nicholas & Bonvilston.

The Council recognises that members of the public can express their views and needs better in their preferred language, that enabling them to use their preferred language is a matter of good practice rather than a concession and that the denial of that right could place members of the public at a real disadvantage. The Council will therefore offer the public the right to choose which language to use in dealings with the Council.

In relation to this Scheme, the Community Council aims:

- to enable everyone who receives or uses the Council's services or contributes to the democratic process to do so through the medium of Welsh or English, according to personal choice.
- to encourage the use of the Welsh language in the community.

Services provided in English or Welsh will be of an equally high standard and equally prompt.

The Council will welcome correspondence in either English or Welsh.

Correspondence through the medium of Welsh will not in itself lead to any delay.

Every letter received in Welsh will be answered in Welsh.

As the Clerk does not speak Welsh, the Council cannot deal with calls in Welsh from the outset. However when a member of the public wishes to speak Welsh the Clerk will explain that the individual is welcome to continue with the call in English or send in their enquiry in written form in Welsh.

When the Clerk's post becomes vacant it will be advertised confirming that bilingual skills will be desirable so that the Council can offer a bilingual service to the public.

The Council's meetings are conducted in English (a Welsh speaker can be hired for meetings on request).

The notice and Agenda for the Council's meetings will be in English (please request copies in Welsh).

The minutes will be in English (please request a copy in Welsh).

The Council cannot provide face-to-face meetings with members of the public in Welsh. However when a member of the public contacts the Council wishing to speak Welsh, the Clerk will politely explain the situation and offer the individual the opportunity to discuss the matter in English or send in their enquiry in written form in Welsh.

Announcements made on the internet on behalf of the Council will be in English.

The Community Council's name is to be in Welsh and English.

This Scheme has the full support of the Community Council, and the Clerk will be responsible for implementing the Scheme on a day-to-day basis within the Council. Responsibility for monitoring the Scheme will rest with the Clerk of the Council.

The Council invite local Welsh speaking residents to offer their views on the Scheme and how it could be improved. Any comments, complaints or suggestions regarding the Scheme should be addressed to:

Naomi McGarrigle, Clerk of the Council, 2 Maes Illtuds, Pentre'r Cwrt, Llantwit Major, CF61 2SD

The Council shall review the contents of this Scheme every 3 years.

